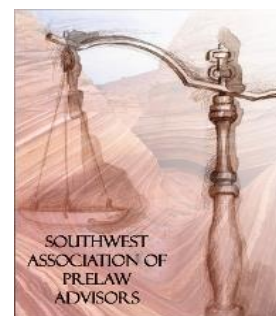


**Southwest Association of Prelaw Advisors
General Meeting Minutes
Friday, September 15, 2017
University of Arkansas at Little Rock
Memphis, Tennessee**



Welcome

Sandy Self welcomed to and thanked everyone for attending the meeting. She called the meeting to order at 1:07 p.m. Members introduced themselves by Sandy Self's request.

Members in Attendance:

Pilar Mensah, University of Houston Law Center
Parker Hevron, Texas Woman's University
Bradley Blunt, Rice University
Nathan Neely, University of Houston Law Center
Lisa Buentello, The University of Texas at San Antonio
Rebecca Caire, Louisiana State University
Mario Villa, The University of Texas School of Law
Lori DeKalb, University of Oklahoma
Brendan Toner, Arkansas Tech University
Jordan Ryan, Texas Tech University
Brandon Metroka, University of the Incarnate Word
Carol Dochen, Texas State University
Amber White, University of Texas at Arlington
Amanda Moore, Hendrix College
Katherine Sims, Baylor Law School
Jenny Branson, Baylor Law School
Julie Lantrip, Tarrant County College
Barbara Kirby, Texas Wesleyan University
Laurie Jones, Oklahoma City University School of Law
Pamela Waldron-Moore, Xavier University of Louisiana
Lorianna Kelley, Howard Payne University
McKenzie Hall, University of Louisiana-Lafayette
Richard Nunan, College of Charleston
Catherine Casiano, St. Mary's University School of Law
Matthew Kerns, University of Arkansas Little Rock, William H. Bowen School of Law
Hong Tran Escobar, The University of Texas at Austin
Anne Dutia, The University of Texas at Dallas
Karen Severn, Texas A & M College Station
Michelle Payne, Texas Wesleyan University
Sandy Self, Hardin-Simmons University
Ana Alvarez, The University of Texas at San Antonio

Approval of Minutes

Electronic copies of the General Meeting minutes from the PLANC conference had been submitted on to members for review on September 7, 2017. Sandy Self moved to approve minutes, Barbara Kirby seconded, and all members voted and approved them.

President's Report

2017 Caravan Dates and Sites. Karen Severn gave overview of caravan and recap of the itinerary.

Texas A&M University - Monday, October 23

Southern Methodist University - Tuesday, October 24

Baylor University - Wednesday, October 25

The University of Texas at Austin -Thursday, October 26

The University of Texas at San Antonio – Friday, October 27.

Treasurer's Report

A paper was handed out to all members to sign in for attendance and information to be sent subsidy checks. Michelle Payne circulated the treasurer's report and stated there had been issues with Merrill Lynch checks as they had been delayed for payment due to Hurricane Irma because Merrill Lynch's headquarters were in Jacksonville, FL. However, Michelle Payne said that all accounts were in good health. Barbara Kirby moved to approve the Treasurer's Report. Karen Severn seconded, and all members voted and approved the report.

Unfinished Business

None.

New Business

PLANC Board Meeting: Memphis. Sandy Self observed that the PLANC meetings would start today, September 15, and would continue tomorrow, September 16, 2017. In the meetings they would discuss the site for the PLANC conference in 2020.

Houston Forum, 2018. Sandy Self also announced that the Law School Forum would be back to the Marriot Hotel on November 10, 2018.

2018 Caravan. Sandy Self said that 2017 would be the last time Karen Severn would organize the law school fair caravan. Sandy Self noted Hong Escobar would coordinate the law school fairs from now on. Hong encouraged prelaw advisors to tell students of the caravan stops, so they could visit and talk to law school representatives.

2018 SWAPLA Annual Conference. Sandy Self mentioned that SWAPLA would not have a joint conference this time, and the conference site would probably be Oklahoma City.

SWAPLA Website – Webmaster. Sandy Self brought up that Karen Severn was soon retiring and explained the need to have a new webmaster to update the website. She mentioned that Matthew Kerns, of UALR William H. Bowen School of Law, had been recommended to fill in this position. Sandy asked him if he wanted to collaborate with SWAPLA on this capacity and he accepted.

SWAPLA record-keeping repository, including membership records and tracking. Sandy Self also stated the importance to keep records on the SWAPLA website, so she stressed the importance of updating the website.

SWAPLA Bylaws and Constitution – updates and/or revisions. Sandy Self said there was a need to review the SWAPLA Bylaws and Constitution, and asked if any member would volunteer to be part of a committee that would revise and suggest updates to Bylaws and Constitution. Cathy Casiano and Lisa Buentello volunteered.

Vacancies on the SWAPLA Board. Sandy Self asserted the need to fulfill the vacancies on the Board as there had been some members who would not be with us for the new term. Anne Dutia was transitioning out of her role as prelaw advisor, Gary Keith and Jerry Polinard would retire, and Claudell Woods and Jeff Robb, unfortunately, had passed. Sandy Self also mentioned that SWAPLA could increase the number of board members, using at-large positions, to refresh and give new ideas.

2017 Slate of Officers and Board Members. She presented the following 2017 Slate of Officers and Board Members.

Officers:

President - Michelle Payne, Texas Wesleyan University
Vice President - Ana Alvarez, The University of Texas at San Antonio
Secretary and Membership Chair - Lori DeKalb, University of Oklahoma
Treasurer - Barbara Kirby, Texas Wesleyan University
Caravan Coordinator - Hong Tran Escobar, The University of Texas at Austin
Webmaster – Matthew Kerns, UALR William H. Bowen School of Law

At-Large Prewlaw Advisors:

Karen Severn, Texas A&M University
Parker Hevron – Texas Woman’s University
Amanda Moore – Hendrix College
Adria Kimbrough – Dillard University
Julie Lantrip – Tarrant County College

Law School Representatives:

Jill Nikirk – Southern Methodist University, Dedman School of Law
Mario Villa – The University of Texas School of Law
Alicia Cramer – South Texas College of Law Houston
Matthew Kerns - UALR William H. Bowen School of Law

Nathan Neely moved to approve the slate nominations. Barbara Kirby seconded. Members voted and approved.

Adjournment

Sandy Self moved to adjourn the meeting. Barbara Kirby seconded. Members approved. Meeting adjourned at 1:36 pm.